

MEETING MINUTES
REGULAR MEETING of the BOARD OF TRUSTEES of the
CATERPILLAR TRAIL PUBLIC WATER DISTRICT of WOODFORD
COUNTY ILLINOIS on March 11, 2024, at 7:00 PM, via GoTo and at
404 TEN MILE CREEK ROAD, EAST PEORIA, IL 61611-9240

CALL TO ORDER

Chairman Sutton called the meeting to order at 7:01pm, noting a Quorum was present.

ROLL CALL / ATTENDEES

Physically present – Bob Sutton, John Bellisario, Jason Howard, Patti Pitcher, Tiffany Stanley, Zach Taylor, Kay Webber

via Teleconference – Angie Keil, Greg Long

Excused – Christine Slagel, Josh Zulu

ANNOUNCEMENTS

None.

APPROVAL OF MINUTES

Kay Webber moved to approve the February 12, 2024, Minutes; seconded by Zach Taylor.

Motion passed unanimously.

PUBLIC COMMENTS

None.

LEAK ADJUSTMENT(S)

None.

DISTRICT BILLING REPORT

Patti reported a total of 2,036 bills with a read date of February 26, 2024, were sent totaling 8,887,638 gallons. Water billed was \$121,576.16. Loan service billed was \$10,169.33 and penalties billed were \$2,173.59, for a grand total billing of \$133,919.08 for the month of February.

FINANCIAL REPORTS

TRANSACTION LIST BY VENDORS / BILLS PAID

Tiffany noted February was unremarkable regarding expenses.

No objections regarding the February expenses totaling \$124,470.71.

John Bellisario moved to approve the bills paid in February; seconded by Jason Howard.

Motion passed unanimously.

BALANCE SHEET / PROFIT & LOSS / CASH FLOW

The C/R for February was 1.3.

Net Income for February was \$21,493.40. Cash flow balance at the end of February was \$686,347.15.

Zach Taylor moved to approve the financial reports as presented; seconded by Kay Webber.

Motion passed unanimously.

THE COST OF PRODUCING WATER

Tiffany reviewed the handout from last month (also included in tonight's meeting packet) and confirmed the numbers are solid and the formulas are correct. However, after further review, she and Chairman Sutton determined certain variables need to be re-categorized. They'll make the changes before the April meeting.

DISTRICT SUPERINTENDENT'S REPORTS

USAGE REPORT

Greg reported 9,804,000 gallons were pumped in February. The Bacterial test was good and the average fluoride level was .689 (target 0.6-0.8). Hardness was 4.4 grains per gallon during February.

VALLEY VIEW PROJECT

The CTPWD previously completed the required Corrosion Study and identification of line materials up to the water meter; however, the IEPA Case Reviewer has now requested (not required) verification of plumbing lines within Valley View customer residences, despite this being beyond CTPWD's jurisdiction. Greg said this is largely due to the Flint, Michigan debacle where due diligence was ignored when proper chemical treatment was not applied.

In late February, Greg attended the Illinois Rural Water Association Conference which Dave Cook (IEPA) also attended. When Greg discussed the project status with him, Dave acknowledged the delay in final approval is because the IEPA is analyzing their entire reviewing process, causing a backlog.

In the meantime, Valley View has their construction permit in hand, the contractor has been chosen, materials have been ordered and they're in the process of hiring a bookkeeper as well.

LIGHTNING STRIKE / INSURANCE CLAIM UPDATE

The scales and transducer have been installed and are operational. The search for a replacement for the now-obsolete CO₂ feed rate meter continues, however.

SOLAR ARRAY STATUS

No updates.

OLD BUSINESS

Chairman Sutton updated the Board regarding 900 Mulberry Ct. which, as reported last month, was on the February Shut-Off List and CTPWD was preparing to place a lien on the property. The lien was placed and the resident paid the minimum balance due to avoid the February shut-off but is still in arrears causing him to now be on the March Shut-Off List. This home continues to be FSBO (For Sale By Owner).

Chairman Sutton and Tiffany continue to work on clarification of the new Paid Leave For All Workers Act as it pertains to fulltime and parttime CTPWD employees.

Chairman Sutton reported he found a discrepancy between fulltime employee life insurance policy values, currently \$50K/20-year term versus one (1) year of salary, due to employees' respective service years since a particular policy was written. He questioned if purchasing supplemental policies to balance these discrepancies would be desired or if the benefit simply needs to be changed to a \$50K life insurance policy instead. Board members stated the \$50K is a generous benefit in and of itself and employees always have the option to purchase private supplemental insurance if desired.

NEW BUSINESS

Debbie, our recently-hired office employee resigned; however, thanks to a referral from Tiffany, a new office employee – Jamie – has already been hired and started today.

BOARD MEMBER ITEMS

None.

ADJOURNMENT

Zach Taylor moved to adjourn the regular meeting at 7:45pm; seconded by Jason Howard.

Motion passed unanimously.

NEXT MEETING

Monday, April 8, 2024, at 7:00pm. Please call to be excused if you're unable to attend.

P. Pitcher
Board Secretary